



RAND WEST CITY
LOCAL MUNICIPALITY

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COST CONTAINMENT IMPLEMENTATION PLAN 2019-2020

1. COMMUNITY SERVICES

Service	Cost drivers	Current average monthly expenditure	Estimated monthly cost expenditure after reduction	Proposed reduction measures	Alternative delivery mechanism	Comments
Contracted Services	Excessive security services costs	R3,2m	R2m	Revise security deployment plan by 1st of September 2019	Replace physical security at identified low risk sites with appropriate technological systems	Explore the option of co-sourcing the function at identified low risk facilities R1m to be put aside for the enhancement of security systems where physical security is withdrawn
	Rental fees of traffic management systems, road block buses and speed cameras	R100K	R50K	Procure own traffic management system, roadblock buses and speed cameras	Establish Warrant Unit and Call Centre/introduce sms/MMS bulk system to deliver the service inhouse	The R3,6m to be spent over the next 3 years can be used to procure own roadblock busses, system and cameras An advantage to the municipality as it will retain 100% of all revenue collected oppose to the current model where there will be a % split
Traffic management services	Overtime	R500K	R250K	Implementation of a standardised shift system model by 1st of July 2019 Appointment of additional Traffic Officers by 1st of July 2019	Identify Officers with more than 5 years of experience to be designated as Shift Supervisors	Overtime to be paid only during weekends and public holidays , normal overtime worked to be compensated through time off This will assist in Assistant Sups being withdrawing from working overtime as more money is paid to them

Service	Cost drivers	Current average monthly expenditure	Estimated monthly cost expenditure after reduction	Proposed reduction measures	Alternative delivery mechanism	Comments
Provision of agency services	COE, car and cellphone allowance, transport services, oil and fuel, consumption on municipal services (water, lights, sewerage, waste management), cleaning services, building maintenance, security services (physical and electronic)- maintenance of alarm systems and CCTV cameras, Insurance of assets, stationery, printing services, training, catridges and toners, Face Value Documents, electronic document management system, telephones, internet connectivity	R1 600 000	R1 500 000	Share OPEX with the competent authority on the provision of FVDs, Stationary, toners and catridges	Return the service to the competent authority or 60/40 % split	
Grass cutting services	Contracted Services	R100K	R20K	Perform grass cutting through municipal staff	Procure tools of trade and utilise CWP and EPWP	To procure spare parts and fix the existing horticultural equipment and lawn mowers
Refuse removal	Overtime Fuel, Parts and Oil consumption Contracted Services	R400K R2,5m	R1m	Replace aged fleet Suspension of contracted services	Engage contracted services once in a quarter (landfill management) Conduct monthly cleaning campaign to clean illegal dumping hotspots	To procure additional implements to partner with communities to conduct cleaning campaigns as part of the greed deeds initiatives
Indigent Burial	Burial fees	R50K	R20K	Revise the burial fee from R5 300 to R3 500	Only free grave to be provided	Cllrs to encourage communities to join burial societies
Preparation of Council agendas	Printing and photocopying services			Activate the council portal to avoid paper use on printing of council agendas and other committees	Implementation of e-government measures to save paper and ink use	
Filling of vacancies	Additional costs of COE			Only critical positions to be filled Termination of all contract workers	Use of CWP and EPWP	Freezing of library posts and general workers
Provision of allowance	cell phone, car and acting allowances			Identify qualifying employees and reallocate allowance i.a.t the approved revised policy	permanately place employees who have been acting for more than 5 years in positions that they were not appointed for	

2. CORPORATE SERVICES

Function	Service	Cost drivers	Current average monthly expenditure	Estimated monthly cost expenditure after reduction	Proposed reduction measures	Alternative delivery mechanism	Comments
Fleet	Short term rental vehicles	Contracted Services - Camarni and Amasondo short term rentals	R1,140,000	R0	Terminate short term rentals	Utilize Municipal owned vehicles for service delivery	The auction proceeds be utilized to procure parts to repair Municipal owned vehicles
Fleet	Mechanical support	Standby and overtime	R10,200	R0	Suspend overtime and standby indefinitely	Repair and service Municipal vehicles in order to ensure reliability and roadworthiness	All repairs and services to vehicles be performed during official working hours. Any breakdowns that need assistance after hours will be approved as and when required by the Fleet Manager and Executive Manager CSS
Fleet	Operation of vehicles for service delivery	Fueling of vehicles	R700,000	R490,000	Fueling of vehicles be cut by 30%		User departments to implement strict control measures to ensure the vehicles are only utilised for service delivery
Building Maintenance and Facility Management	Building Maintenance and Cleasing Section	Standby and overtime	R10,200	R 15,000	Suspend overtime and standby indefinitely	Emergency Repairs and damages to facilities	All repairs and maintenance to building and facilities be performed during official working hours. Any emergency works that need assistance after hours will be attended during working hours. Security guards will open close halls for clients under the supervisors instruction.

3. Infrastructure Services

Function	Service	Cost drivers	Current average monthly expenditure	Estimated monthly cost expenditure after reduction	Proposed reduction measures	Alternative delivery mechanism	Comments
INFRASTRUCTURE SERVICES	Stopping Overtime	Overtime			R350 000 per Month		During this period overtime will only cater for large areas and limited to 20hrs per Month.
INFRASTRUCTURE SERVICES	Fuel Reduction	Fuel					Fleet and Finance to provide the fuel cost per vehicle to curb the fuel abuse and/or theft
INFRASTRUCTURE SERVICES	Theft and Vandalism	Theft and vandalism			R20m per annum		R10m investment in replacement programme will result into R20m saving per Annum
INFRASTRUCTURE SERVICES	Fleet Availability	Fleet			R5m per Month		Provision of fleet will reduce the costs related to external service providers.
INFRASTRUCTURE SERVICES	Stock Items	Stock			R2m per Month		Stock Item or Material Inventory Management will reduce the amounts of deviations and cost of emergency works

